
BACKGROUND

Various public laws provide for the payment of a monthly training allowance by the U.S. Department of Veterans Affairs (VA) for eligible persons pursuing a full-time on-the-job or apprenticeship program that is approved in Montana by the State Approving Agency Representative at the Office of Public Instruction.

STATE APPROVING AGENCY FOR VETERANS' EDUCATIONAL BENEFITS

The Montana State Approving Agency's (SAA) role is to approve and supervise the apprenticeship and on-the-job training programs for veterans' educational benefits. The Montana State Approving Agency operates within the Office of Public Instruction.

WHAT IS ON-THE-JOB TRAINING

On-the-Job Training (OJT) is training you receive while actually performing a job and earning wages, as well as receiving VA benefits.

- A skilled occupation is learned under the supervision of a skilled worker in a practical, hands-on way.
 - **Six months to two years** in length.
- Some examples of approvable OJT programs include welder, painter, cook, press operator, auto mechanic, and locksmith.

BENEFITS TO EMPLOYERS

Veterans, Dependents, National Guard Members and Reservists can be your best employees.

- Veterans who have worked in technically oriented military occupations are better prepared for civilian technical training.
- Veterans have demonstrated the aptitude to be trained in a structured environment.
- Veterans have developed a work ethic that enables them to report for work on time and in the proper frame of mind.
- Veterans tend to be more mature, self-confident, and drug-free employees.
- Veterans who receive GI Bill assistance will work toward a training objective and make satisfactory progress to receive continued benefits.
- Veterans possess higher education and training achievements.
- Veterans receive the same prevailing wage as other employees in the same position. Scheduled pay increases develop employee loyalty.
- Veterans possess work traits, such as adapting to physical demands, following safety guidelines, working under pressure, and setting priorities.

HOW TO BEGIN

1. Determine the occupations within your company that may be trained by apprenticeship or on-the-job training programs.
2. Determine whether veterans, eligible dependents, National Guardsmen, or Reservists are currently employed in any of those positions.
3. If the program has been approved by the SAA for veterans' educational benefits, veterans can receive VA benefits while working full time and earning wages.

Employers: For information regarding **program approval for veterans' educational benefits**, please contact:

Office of Public Instruction
Veterans Education
PO Box 202501
Helena, MT 59620-2501
Telephone (406) 444-4122
tcummins@mt.gov

The SAA will schedule a visit to complete the required forms, and enroll the individual(s).



WHAT IS APPRENTICESHIP TRAINING

Apprenticeship training is on-the-job training coupled with theoretical related instruction. You receive your VA benefits while working full time and earning wages.

- A skilled occupation learned through a structured, systematic program of supervised on-the-job training to learn necessary manual mechanical or technical skills.
- Includes technical and theoretical related instruction.
- Normally **two to five** years in length.
- Occupation clearly identified and commonly recognized throughout an industry.

Some examples of approved apprenticeship programs include: carpenter, electrician, plumber, sheet metal worker, firefighter, machinist, roofer, and law enforcement officer.

Employers: For more information regarding **registration of apprenticeship training programs**, please contact:

Department of Labor & Industry
Workforce Services Division
Apprenticeship & Training Program
1327 Lockey, Walt Sullivan Building
PO Box 1728
Helena, MT 59624-1728
Telephone (406) 444-3556

Although program registration with the Department of Labor or the Bureau of Apprenticeship and Training (BAT) is not mandatory for veterans' benefits, it is recommended in order to receive journey worker's papers upon successful completion.

WHO IS ELIGIBLE

1. **Montgomery GI Bill—Active Duty (Chapter 30)**

Honorably discharged veterans who entered active duty after 7-1-85 and participated in the pay reduction program. Also, certain individuals having Vietnam Era GI Bill eligibility who meet certain eligibility criteria may be eligible for the Chapter 30 program after 12-31-89.

2. **Montgomery GI Bill—Selected Reserves (Chapter 1606)**

Reservists or National Guard Members who enlisted, re-enlisted, or extended an enlistment in the Selected Reserve or National Guard for a period of six years after October 1, 1990.

3. **Veterans Education Assistance Program (Chapter 32)**

Veterans who entered active duty between 1-1-77 and 6-30-85 and contributed toward the Veterans Education Assistance Program (VEAP).

4. **Dependents Education Assistance Program (Chapter 35)**

A child or spouse of a veteran who died of a service-connected disability or has a total disability permanent in nature as a result from a service-connected disability.

VETERANS' CONTACTS

For questions concerning your eligibility, contact the U.S. Department of Veterans Affairs, St. Louis RPO toll free number:

1-888-442-4551

OR VISIT ON-LINE AT
www.gibill.va.gov

For questions concerning employment opportunities, contact the Montana Job Service Office nearest to you.



HOW TO APPLY FOR BENEFITS

1. **VA Form 22-1990 (Application for Education Benefits)**

If you are a Veteran, Reservist, or National Guard Member and have never used VA education benefits previously, this form must be submitted. The instructions for completion are included on the form. A certified copy of your DD Form 214 (Separation from Active Duty or a Notice of Basic Eligibility for Reservists/National Guard must be submitted with the application).

2. **VA Form 22-1995 (Request for Change of Program)**

If you have previously used VA education benefits and are changing your program or place of training, this form must be submitted. Instructions are on the form.

3. **VA Form 22-5490 (Application for Survivors and Dependents Education Assistance)**

If you are filing a claim to determine eligibility as a dependent child or spouse, this form must be submitted. The instructions for completion are on the form.

4. **VA Form 22-5495 (Request for Change of Program for Survivors and Dependents)**

If you have used VA education benefits previously, this form must be submitted. Instructions for completion are included on the form.

•Time Limit—As a general rule, veterans have ten (10) years after their separation or eligibility to use their benefits.

ALL COMPLETED VA FORMS ARE TO BE MAILED TO:

Department of Veterans Affairs
Regional Office
PO Box 66830
St. Louis, MO 63166-6830



Linda McCulloch, Superintendent
Montana Office of Public Instruction
PO Box 202501
Helena, Montana 59620-2501
www.opi.state.mt.us

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Employers, Veterans, Eligible Dependents, Members of the National Guard and Reserve



Have You Considered . . . On-The-Job or Apprenticeship Training?

Employers—Veterans, Dependents, National Guard Members and Reservists can be your best employees.

Veterans—You may be eligible to receive a monthly benefit check from the U.S. Department of Veterans Affairs.